

[Your Full Name]
[Your Address]
[City, State, Zip Code]
[Your Phone Number]
[Your Email]
[LinkedIn Profile URL]

[Date]

[Hiring Partner Name]
[Law Firm Name]
[Firm Address]
[City, State, Zip Code]

Dear Mr./Ms./Mx. [Last Name],

I am writing to express my strong interest in the Associate position at [Law Firm Name], as advertised on [where you saw the ad]. As a recent graduate of [Law School Name] and a Moot Court National Champion, I am eager to bring my advanced advocacy, research, and litigation skills to your [Specific Practice Area, e.g., Commercial Litigation] team.

During my time at [Law School Name], I focused intensely on appellate advocacy and oral persuasion. Representing my school in the [Name of Competition], I was awarded [Title, e.g., Best Oralist / First Place Team] out of [Number] competing institutions. This experience refined my ability to synthesize complex legal records, anticipate challenging judicial inquiries, and construct persuasive arguments under high-pressure conditions—skills that directly translate to the high-stakes litigation handled by [Law Firm Name].

Beyond my competitive success, I served as [Role, e.g., Senior Editor] for the [Law Review Name], where I honed my attention to detail and legal writing proficiency. My clinical experience at [Clinic Name/Internship] further allowed me to apply these skills to real-world matters, including [mention a brief task, e.g., drafting summary judgment motions or conducting discovery].

I have long admired [Law Firm Name] for its reputation in [mention a specific firm strength or recent case]. I am confident that my competitive drive and disciplined approach to legal analysis will make me a valuable asset to your firm and your clients.

I have attached my resume, transcript, and a writing sample for your review. I look forward to the opportunity to discuss how my background aligns with the needs of [Law Firm Name]. Thank you for your time and consideration.

Sincerely,

[Your Signature]

[Your Printed Name]